



Approved 4-18-12

**SCOTTSDALE PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Civic Center Library  
March 21, 2012 - 3:30 p.m.**

**Members Present:** Doug Sydnor, Chair  
Mark Shimelonis, Vice Chair  
Joan Freund  
Peggy Sharp-Chamberlain  
Mary Wilber  
Louise Nemanich arrived late at 3:33pm

**Absent:** Carol Padwe, Secretary, excused

**Staff Present:** Carol Damaso, Library Director  
Kathy Coster, Support Services Sr. Manager  
Aimee Fifarek, Library Technologies & Content Sr. Manager  
Melissa Orr, Palomino Library Branch Manager  
Cheryl Thomsen, Senior Management Analyst  
Killeen Sepulveda, Administrative Secretary

**CALL TO ORDER**

Mr. Sydnor called the meeting to order at 3:30 PM.

**APPROVAL OF MINUTES**

Mrs. Wilber called for a motion to approve the Minutes of the February meeting.  
Mr. Shimelonis seconded, and the motion passed 6-0.

**OPEN CALL TO THE PUBLIC**

No public was in attendance.

**LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**  
***Monthly Statistical Report – Cheryl Thomsen***

	<u>February 2011</u>	<u>February 2012</u>	<u>% Change</u>
Physical Items Circulated	305,604	280,990	-8%
Attendance	137,841	127,232	-8%
Digital material Circulated	6585	12,721	+93%
WiFi Usage	3783	4770	+6%

In February 2012, the library held 275 Youth Programs with attendance of 5,418 youths. Eighty-eight (88) Adult Programs were held with 3150 adults attending. Volunteers donated 3,260 hours to library services valued at \$60,608. In the Library Book Sale Special Revenue Account, January income from sales was \$13,249. Public access computers were used 38,809 times and 151,251 users accessed the library's website.

***Library Interim Director's Report – Carol Damaso***

Mrs. Damaso spoke about the Palomino Library Intergovernmental Agreement audit. She had a meeting with the Council Audit Committee on February 27, 2012 to discuss the findings of the audit. Some of the recommendations included the following:

- The School District should pay 100% of the benefits for school library personnel.
- An annual meeting should occur between the Library Director and the Schools Superintendent.
- The standard of custodial care will be that of the District, not the City, as the District pays for that service
- If there should be a termination of the IGA, notification should be shorter, such as 90 days.
- An annual equipment inventory list should be exchanged between the Library and the District.

Mrs. Damaso will meet with the Superintendent before the next Library Board meeting and will update the board at the April meeting.

Mrs. Damaso gave an update on the Civic Center Library renovation and explained that the carpet and tile is in place and the furniture should be delivered shortly. The renovation should be complete within 2-3 weeks. The coffee shop should be open in April.

Mr. Sydnor spoke about attending the Bond Task Force meeting on February 22, 2012 and explained that it is now around 167 million, with approximately 34 projects being considered. The Library's technology project was ranked 8. The next meeting will be with City Council on March 27, 2012 at 4pm.

Mrs. Damaso spoke about the Discovery Zone and stated that the Friends of the Scottsdale Library plan to launch their fundraising campaign sometime in May.

Mr. Sydnor gave an update about the sculpture that will be moving to Appaloosa Library; he stated that he hopes it will be moved before the summer.

Mrs. Damaso invited the board to attend the Giving Tree ceremony for Library volunteers on April 19, 2012 at 1:00pm at Civic Center Library.

***Customer Comment Report – Carol Damaso***

February 2012 customer comments were presented. There were no comments or questions.

**LIBRARY BOARD REPORTS PROCESS**

Mr. Shimelonis moved to approve the process; Dr. Sharp-Chamberlain seconded, and the motion passed 6-0. Mrs. Padwe was not present for vote.

**PRINCIPLES OF CIVIL DIALOGUE**

Mrs. Freund moved to adopt the principles; Mrs. Wilber seconded, and the motion passed 5-1. Mrs. Padwe was not present for vote.

**SUNSET REVIEW PROCESS**

The board discussed the review process.

**ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION**

Mr. Shimelonis commented that the new Library website looks great.

**ADJOURNMENT**

With no further business to discuss, being duly moved and seconded, the meeting was adjourned at 4:49 PM.

Respectfully submitted,

Killeen Sepulveda, Administrative Secretary